

MINUTES  
OF  
JOINT TRAINING COMMITTEE

14 November 1950

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Present: 25X1A9a

two items.

1. A fairly high percentage of personnel in both offices have been participating in inactive duty reserve training which is not responsive to the particular needs of the personnel involved. Mr. [REDACTED] requested 25X1A9a consideration be given to setting up a unit for reserve personnel of OSO and OPC with meetings three or four times a month. He felt that all that would be required administratively of this unit would be the maintenance of attendance records for submission to the parent CIA unit. With the training aids and materials presently available in TRD it was felt by Messrs. [REDACTED] that it would be fairly simple to lay on a reserve program more suited to the needs of OSO and OPC reserve personnel than that being presented by the present CIA unit. In such a program the primary emphasis would be on subjects related to the activities of OSO and OPC, rather than on military subjects. Mr. [REDACTED] suggested it might be advisable to set up the Army unit first and then after it was established, include Navy, Air Force and Coast Guard reserve personnel. It was the consensus of the meeting that if such a program were established, it should be done simultaneously for reserve personnel of all armed services. After considerable discussion of ways and means to start this training, it was agreed that a committee should be set up with Mr. [REDACTED] as chairman representing Army reserve personnel, a representative of the Air Force from OSO, and the senior Navy reservist from TRD. This committee will be charged with the formulation of a positive program for presentation to the Joint Training Committee. After approval by this committee it will be presented to the Executive, CIA through the Commanding Officer of the CIA reserve unit. Mr. [REDACTED] will 25X1A9a be notified by TRD and Mr. [REDACTED] of OSO of the respective representatives from these offices. In addition, [REDACTED] stated that a senior reserve officer of TRD will be designated to prepare a proposed curriculum for such training to be submitted to the reserve committee for consideration.

2. TRD's recommendation for the indoctrination course which was requested by the committee at the last meeting was submitted for approval. Mr. [REDACTED] stated the ideal would be to take this course at the conclusion of the three courses of common instruction but that it should be a component unit in itself. [REDACTED] stated that the course would be run as frequently as necessary to fulfill the demand. It is planned that a representative

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from TRD will visit both offices to determine what they would desire in such an indoctrination course. TRD felt that the job assignment rather than the grade should govern which course a student should enter, and it was agreed that clerical personnel should attend the TRD administrative course of two weeks' duration and staff officers and operational personnel, regardless of grade, should be entered in the indoctrination course.

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██████████ stated he would investigate the curriculum of the present administrative course and take steps to insure that individual office procedures of OPC and OSO are covered and that students are familiar with the manuals of their respective offices. The Joint Training Committee directed TRD to outline the indoctrination course, to be of one week's duration, with the first two or three days joint for personnel of both offices and the latter days split for orientation and training of OSO and OPC personnel separately.

3. A memorandum was submitted to the members of the committee outlining the status of the procurement of mobilization facilities for OPC--

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██████████ In addition material was presented describing the ██████████ 25X1A6a  
██████████ premises along with a memorandum from Mr. ██████████ who 25X1A9a  
has made a preliminary investigation of these facilities. This latter material will be sent to members of the Joint Training Committee for their study and appropriate guidance.

4. At a previous Joint Training Committee meeting the question of the promotion of Mrs. ██████████ was discussed at which time certain commitments were made which were not incorporated in the minutes of that meeting. For this reason ██████████ raised the question of a second promotion request for Mrs. ██████████ who has been in grade for only three months, submitted by the Chief, Assessment Staff. After discussion, it was decided that her promotion request papers should be held up until the time-in-grade requirement has been complied with and then submit a request for a promotion to GS-7.

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5. 25X1A9a ██████████ stated that the Assessment Staff T/O has been approved and is awaiting signature. It is expected that it will be published within a few days.

6. 25X1A9a Mr. ██████████ recommended that the general policy be one of discouragement of outside participation in TRD instruction but that cases for entry into such instruction be considered on an individual basis. He thought for specialized training, such as E&E, specific exceptions should be made. It was agreed that the office that was directly concerned in such specialized training should make the recommendation and the other office have a veto power. ██████████ stated that we should make it a matter of principle that such outside students be informed that certain information pertaining to covert operations is provided as background material and is not to be disseminated within the Armed Forces or used in their instruction.

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25X1A9a 7. The question of [redacted] participation in area training was considered. Mr. [redacted] stated he would like to encourage it, although he would want to check this point with ADPC. Six to eight persons from OPC and TRD will attend the special [redacted] course starting 8 January 1951. In addition, [redacted] is planning to go to [redacted] to discuss several matters with [redacted] at which time he would like to be in a position to discuss [redacted] participation in TRD instruction. [redacted] mentioned that WE/OPC is investigating the possibilities of providing instruction to some [redacted] personnel. WE has been informed that all such requests must be approved by both OSO and OPC. It was suggested that they prepare a memorandum to Staff II/OPC which would obtain OPC approval and coordinate with OSO.

8. A memorandum outlining procedures to be followed in the shipment of training materials for overseas instruction was submitted. These recommended procedures were approved by the Joint Training Committee.

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25X1A9a 9. Mr. [redacted] stated that OPC has prepared estimates of training requirements by divisions for the SOC and OC which average about 40-45 per month. [redacted] stated that TRD will consider capacities of classrooms and instructors to handle this training load and will prepare a plan to provide maximum instruction within TRD capabilities.

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